



Memo

To Potential signatories to Investors' Statement on Transparency in the Extractives Sector

From Karina Litvack +44 (0)207 506 1219
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Investors' Statement on Transparency in the Extractives Sector: how to become a signatory

1. **Confirm in writing that your company wishes to be a signatory** to the Investors' Statement on Transparency in the Extractives Sector – preferably by letter on company letterhead attached to e-mail.
2. **Confirm whether you are willing for your company's name to be cited in a press release** which will be published to coincide with the next official EITI meeting. Note that you can be a signatory to the Statement without being cited in the press release if that is your preference.
3. **Confirm the correct company name** to appear in the Statement and – if desired - press release
4. **Confirm the name and contact details of your company's key contact for the EITI** – the contact name will appear by your company name on the Statement, and the contact name and phone number will appear by your company name in the press release, unless you opt out of the press release.
5. **Send a figure for total funds under management** – this will be aggregated with those of other signatories and cited in the Statement and press release.
6. **Send your logo** – this will be added to the Statement and – if desired - press release.

Where to send this information

Please send the above items to Karina Litvack (karina.litvack@fandc.com), cc'd to Eve Crush (eve.crush@fandc.com).

Timetable

You can sign up to the Investors' Statement at any time.

Contact details

- For information about EITI and investors contact Karina Litvack +44 (0)207 506 1219 or Robert Barrington +44 (0)207 506 1216
- For information about the EITI visit www.eitransparency.org
- For administrative information about signing the Investors Statement (eg logo formats), contact Eve Crush +44 (0)207 506 1208.